

USDA Pesticide Recordkeeping Requirements:

The 1990 Farm Bill requires private certified pesticide applicators to keep records of all applications of federally restricted use pesticides. The U.S. Department of Agriculture's (USDA) Agricultural Marketing Service (AMS) carries out the provisions of the Federal recordkeeping requirements. Information must be recorded no later than 14 days following pesticide application and must be maintained for 2 years following the application.

Access to the Record Information Is Limited to:

- USDA-authorized representatives who present identification;
- State-authorized representatives who present identification; and
- attending licensed health care professionals, or those acting under their direction when treating individuals who may have been exposed to restricted use pesticides.

Civil Penalties:

- A certified applicator who violates any provision of the regulations will:
1. For the first offense, be subject to a fine of not more than \$650;
 2. For subsequent offenses, be subject to a fine of not less than \$1,100 for each violation. The penalty shall be less than \$1,100 if the Administrator of the USDA Agricultural Marketing Service, or his or her designee, determines that the certified applicator has made a good-faith effort to comply.

Records Must Contain the Following:

1. **The brand or product name of the federally restricted use pesticide being applied.** Multiple lines may be used to record tank mixes. Information on the Restricted Use Pesticide (RUP) used in a tank mix is required.
2. **The product's EPA registration number,** which is located below the ingredients statement on most labels (for example, EPA Reg. No. 3120-280). It is not the same as the EPA establishment number.
3. **The total amount applied.** Record the total quantity of the product used – not the quantity after water or other substances are added. Amount does not refer to percent of active ingredient. Use the pesticide label for reference and record the amount in similar language. For example, if the label states the pesticide is to be measured in pints or ounces, then record the amount in those units.
4. **The size of the area treated.** This information should be recorded in the unit of measure (such as acre, linear feet, bushel, cubic feet, number of animals, etc.) which is normally expressed on the label in reference to the application being made. For example, if an 80-acre grove is treated using the alternate middle approach, the entire 80 acres would be recorded as the "size of area treated."
5. **The crop, commodity, stored product, or site** to which the pesticide was applied. Refer to the pesticide label for guidance to record this information.
6. **The location of the application.** Record the location of the application, not the address of the farm or business. Your goal is to be able to identify the exact area of the application 2 years later if requested. The law allows any of the following designations:
 - County, range, township, and section (although not required, subsection is acceptable);
 - maps or written descriptions;
 - a USDA identification system, which involves maps and a numbering system to identify field locations;
 - the legal property description.
7. **The month, day, and year of the application.**
8. **The certified applicator's name and certification number,** if applicable (some States do not assign numbers). If the application was made by someone who is not certified, then record the name and number of the certified applicator who supervised the application.

Field ID / Location:

Field Notes (Rate, Wind, Temp, etc.)		
Total Amount Applied		
Size of Area Treated		
REI		
Crop, Commodity, Stored Product or Site		
Brand Name/ Product Name		
Active Ingredients		
EPA Registration Number		
MM/DD/YY & Time		
Applicator Name and Certification Number		



PESTICIDE
RECORDKEEPING
REQUIREMENTS



FOR CERTIFIED PRIVATE
APPLICATORS OF
FEDERALLY RESTRICTED
USE PESTICIDES

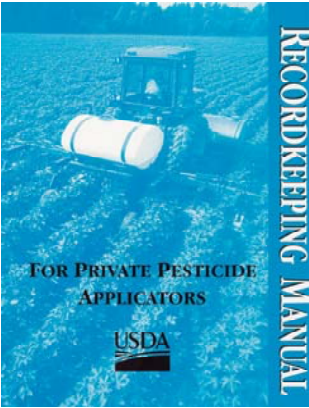
How to Record Treatments on
Less Than 1/10 of an Acre:

Smaller or spot treatments are especially useful in the control of noxious weeds. If you apply restricted use pesticides on the same day in a total area of less than 1/10 of an acre, you are required to record the following:

- Brand Name/Product name
- EPA Registration Number
- Total Amount of Pesticide Applied
- Location of the Field Treated, designated as “Spot Application,” followed by brief description
- Month, Day, and Year of the application

Commercial Applicator Requirements:

All commercial applicators will continue to maintain records they currently keep under State, Tribal, or Federal regulations. The Federal pesticide recordkeeping regulations require all commercial applicators, both agricultural and nonagricultural, to furnish a copy of the data they are currently keeping, or the data elements required by this regulation, to the customer within 30 days of the restricted use pesticide application. A receipt of the application to the customer does not satisfy this requirement unless it contains all of the required elements. Commercial applicators who violate this provision are subject to the civil penalties cited.



Recordkeeping Manuals are available upon request from the Pesticide Records Branch. Please send your request to the mailing or e-mail address listed below, or call the Pesticide Records Branch at 703-330-7826.

Additional Information

For additional information about the Pesticide Recordkeeping Program, please write to:

Pesticide Records Branch
Agricultural Marketing Service, USDA
8609 Sudley Road, Suite 203
Manassas, VA 20110
Phone: 703-330-7826
Fax: 703-330-6110

Web site:
www.ams.usda.gov/pesticiderecords

E-mail:
amspesticide.records@usda.gov

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Persons with disabilities who require alternative means for communication of program information (Braille, large print, audiotape, etc.) should contact USDA's TARGET Center at (202) 720-2600 (voice and TDD). To file a complaint of discrimination write to USDA, Director of Civil Rights, 1400 Independence Avenue, S.W., Washington, D.C. 20250-9410 or call (800) 795-3272 (voice) or (202) 720-6382 (TDD). USDA is an equal opportunity provider and employer.

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Required Elements	Restricted Use Pesticides	Agricultural Use Pesticides
	USDA Requirements for Private Applicators	WPS Requirements for Agricultural Employers
Applicator Name	✓	—
Applicator Certification Number	✓	—
MM/DD/YY	✓	✓ <i>Including time of application.</i>
EPA Registration Number	✓	✓
Active Ingredients	—	✓
Brand Name/Product Name	✓	✓
Crop, Commodity, or Site	✓	—
Restricted Entry Level (REI)	—	✓
Size of Area Treated	✓	—
Total Amount Applied	✓	—
Field ID / Location	✓	✓
Completed Records	Within 14 days of the application. Completed records should be kept for 2 years.	Before application. Records should be kept thirty days after the REI expiration.
The Worker Protection Standard (WPS) is a Federal regulation that is intended to reduce the risk of pesticide poisoning and injury of agricultural workers. The elements of WPS have been included in the comparison chart and recordkeeping form. Detailed information on the requirements of WPS can be obtained from: www.epa.gov		<ul style="list-style-type: none">• WPS Requirement - The Active Ingredients or common name from the label for all products used in the application.• WPS Requirement - Restricted Entry Interval (REI) is listed on the label for each product. The application information for workers must remain posted until 30 days after the end of the REI. When there is no REI, the notice must remain for 30 days after the application date. If you apply pesticides in a tank mix with different REIs, write down the longest REI.